

2024 Service Provided by Control 2K Limited

Control 2K Limited is a “Total Solutions Provider” the three areas of expertise include:

- **Training** - Control Systems, Industrial Skills, Mechanical and Electrical Engineering
- **Systems** - Industweb Factory Connector, Collect and Display, systems integration
- **Design** – eCommerce, Web Development and Support, custom dashboards and ERP

The Service Provision has different charge rates as indicated below:

Last Review Date: Nov 2023

Next Review Date: 31st Dec 2024

RATE	CLASS	EXAMPLE	Hourly Basis	Daily Basis	Annual
Rate 1 –	General Administration	Basic administration - labour charges for photocopying - lamination, binding etc. Payroll services - database management. IT setup and basic installation	£20.00	£150.00	
Rate 2 –	Basic Support and Web Developer rate	General Level Training Technical support. Standard	£60.00	£450.00	
Rate 3 –	Senior Developer and Onsite rate	Onsite Training. Onsite Services. Developer Rate.	£80.00	£600.00	
Rate 4 –	Consultancy / High Level Training	Consultancy. Higher Level Training Call out Charge Rate	£90.00	£700.00	
Rate 5 –	Various	Specialist services - Specialised training. Premium level consultancy.	Variable	Variable	
Minimum Web Contract	0.5 Days per month – minimum term 1 Year	All Web support contacts to be 1 year as standard	N/A	£400.00 used for calc	

All prices quoted are subject to standard VAT rate as applicable

Definitions:

- 1 Day is based on 8 Hours
- Long term work is subject to a support contract or Purchase agreements
- Standard Freight and Hire charges will be applied if Specialist equipment required for delivery of service
- Customer Premises over 20 miles and less than 1.5 hours travel time are subject to Travel Charges of 45p per mile and normally increase the Rate band
- Customer Premises requiring overnight stay are subject to Travel Charges of 45p per mile and Accommodation Charges £90 / Night Minimum (inclusive of meals and subsistence)
- Training Materials at cost

Training Provision



To provide a range of services to our clients ranging from Training, Off-site or On-site Training, with the use of external or internal consultants.

Cancellation charges are as follows:

Courses cancelled within 1 week of course commencement will be subject to the full cost of the course.

Where special arrangements had been made for the cancelled Course, these costs may also be chargeable.

Service Provision

To provide a range of services to our clients ranging from IT Support, Systems Installation, Office services, Design & Printing, Payroll Services and Database Management.

Classification*

Work can be classified into several categories showing the typical work carried out in each category.

Examples of Rates:

**Rate classifications above are for guidance purposes and may be subject to review on an individual job basis. Short notice / quick turn-around work may be charged at a higher rated level.*

BANDING	Unit price per Day	Equipment Examples
Band 1	£20	Monitor, Sound Facilities, Chairs, OHP Screens
Band 2	£40	Network connections / Printers, Tool Boards, Flipchart Stand, OHP
Band 3	£60	Engine Stands, Tables / Desks
Band 4	£100	TV, Video
Band 5	£150	Data Projector
Band 6	£200	Set of Tool Boards (6)
Band 7	£300	
Band 8	£400	Tele-train Rigs
Band 9	£500	
Band 10	£600	

Other Charges

Software charges to be negotiated

Setup charges at Rate 1 applicable if we carry out setup of the above services.



Miscellaneous Services

Photocopying

	Price per Sheet		
	1 to 10	20 to 50	50+
Black and White			
Single A4	7p	5p	4p
Double sided A4	10p	8p	6p
Single A3	10p	8p	6p
Double A3	15p	12p	10p

Printing from disk media

Colour

Single A4	20p	15p	10p
Double sided A4	30p	20p	15p
Single A3	30p	20p	15p
Double A3	50p	40p	30p

Rate 1 charges are applicable if we carry out the above service.

Lamination, Binding and other services charged at Rate 1 with materials used charged at cost + 3%.

Client Accounts

We are happy to set up a monthly account for our clients based on balances being cleared by the end of the following month. Speak to Denise for details.

Important

C2K Staff, whilst providing services to an exceptionally high standard cannot be held liable for minor omissions or errors. The client must specify their requirements in a written form. If verbal instructions are left with staff, C2K cannot be held liable for errors resulting from misinterpretation.

All prices of work undertaken must be agreed prior to commencement of work.